

**IDAHO LIQUEFIED PETROLEUM GAS SAFETY BOARD**  
**Bureau of Occupational Licenses**  
700 West State Street, P.O. Box 83720  
Boise, ID 83720-0063

**Board Meeting Minutes of 11/7/2013**

**BOARD MEMBERS PRESENT:** Thomas E Coates - Chair  
Richard B. Davies  
Jay T Hill  
David J. Summers

**BOARD MEMBERS ABSENT:** Edward A. Button

**BUREAU STAFF:** Tana Cory, Bureau Chief  
Dawn Hall, Administrative Support Manager  
Lori Peel, Investigative Unit Manager  
Maurie Ellsworth, Legal Counsel  
Mary Miles, Technical Records Specialist I

**OTHERS PRESENT:** Joe Gannuscio, Riverhaven Park

The meeting was called to order at 9:05 AM MDT by Thomas E Coates.

**APPROVAL OF MINUTES**

A motion was made by Mr. Hill to approve the minutes of October 2, 2013. It was seconded by Mr. Davies. Motion carried.

**FINANCIAL REPORT**

Ms. Hall gave the financial report, which indicated that the Board has a negative cash balance of (\$4,848.19) as of October 31, 2013.

**[INVESTIGATIVE REPORT](#)**

Ms. Peel gave the investigative report, which is linked above.

**FOR BOARD DETERMINATION**

A motion was made by Mr. Summers to approve the Bureau's recommendation and authorize closure in case I-LPG-2013-12. It was seconded by Mr. Davies. Motion carried.

A motion was made by Mr. Davies to approve the Bureau's recommendation and authorize closure with warning letters in cases I-LPG-2013-35 and I-LPG-2014-7. It was seconded by Mr. Hill. Motion carried.

A motion was made by Mr. Hill to approve the Bureau's recommendation and authorize closure in case I-LPG-2013-38. It was seconded by Mr. Davies. Motion carried.

A motion was made by Mr. Summers to approve the Bureau's recommendation and authorize closure in case I-LPG-2013-40. It was seconded by Mr. Davies. Motion carried.

A motion was made by Mr. Hill to approve the Bureau's recommendation and authorize closure in case I-LPG-2014-2. It was seconded by Mr. Davies. Motion carried.

## **PUBLIC COMMENT**

Mr. Gannuscio addressed the Board.

A motion was made by Mr. Hill to reinstate license number PGF-666 upon receipt of current general liability insurance and payment of the renewal and re-instatement fees. It was seconded by Mr. Summers. Motion carried.

## **TO DO LIST**

The Board reviewed the to do list. A face to face meeting was scheduled for April 23, 2014 at 9AM.

## **INSURANCE AUDIT**

Ms. Miles updated the Board members on the August 2013 insurance audit.

## **EXECUTIVE SESSION**

A motion was made by Mr. Hill that the Board go into executive session under Idaho Code § 67-2345(1)(d) to consider records that are exempt from disclosure under the Idaho Public Records Law. The purpose of the Executive Session was to consider license application materials. It was seconded by Mr. Summers. The vote was: Mr. Hill, aye; Mr. Davies, aye; Mr. Summers, aye; and Mr. Coates, aye. Motion carried.

A motion was made by Mr. Hill to come out of executive session. It was seconded by Mr. Summers. The vote was: Mr. Hill, aye; Mr. Davies, aye; Mr. Summers, aye; and Mr. Coates, aye. Motion carried.

## **APPLICATIONS**

A motion was made by Mr. Hill to approve three facility applications for licensure. It was seconded by Mr. Summers. Motion carried.

Approved for Licensure

VALLEY WIDE COOPERATIVE  
VALLEY WIDE COOPERATIVE  
VALLEY WIDE COOPERATIVE

PGF-1007  
PGLF-1008  
PGLF 1009

A motion was made by Mr. Hill to approve two dealer applications for licensure upon receipt of proof of age and the Certified Employee Training Program certificate. It was seconded by Mr. Summers. Motion carried.

Pending

901130170  
901130171

A motion was made to table PDFA-1006 until verification of the crash protection is in compliance with the NFPA-58. It was seconded by Mr. Summers. Motion carried.

A motion was made by Mr. Hill to table PDFA-987 and to authorize the Board Chair to explain to the applicant what is required. It was seconded by Mr. Summers. Motion carried.

**NEXT MEETING** was scheduled for January 8, 2014 at 9:00 AM.

## **ADJOURNMENT**

A motion was made by Mr. Hill to adjourn the meeting at 10:20 AM. It was seconded by Mr. Summers. Motion carried.

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Thomas E Coates, Chair

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Edward A. Button

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Richard B. Davies

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Jay T Hill

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David J. Summers

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Tana Cory, Bureau Chief